

12 FAH-7 H-240 LCOAL GUARD PROGRAM (LGP) CHANGES AND OTHER CONSIDERATIONS

(TL:LGP-01; 08-10-2001)

12 FAH-7 H-241 SUBMISSION GUIDELINES FOR LGP CHANGE REQUESTS

(TL:LGP-01; 08-10-2001)

a. Various events or conditions at the post may indicate a need for changing the scope of the current LGP, to an extent that will have resource implications. These changes may mean that additional resources will be required or that there is no longer a need for the current level of services. Examples include, but are not limited to:

(1) Acquisition or reduction of office space in a location outside of the chancery;

(2) A long term change in the threat level that requires additional protection;

(3) A decision that firearms are now needed or no longer needed; and

(4) Opening or closing of a consulate in a city outside of the capital.

b. These changes or others may require formal discussions with the host government. They may also involve the modification of existing contract guard services, the procurement or disposal of non-expendable equipment, or the increase or decrease in funding for supplies or for LGP operations.

12 FAH-7 H-242 LGP RESOURCE INCREASES

(TL:LGP-01; 08-10-2001)

Where the RSO perceives a need for an increase in resources (i.e., guard services, surveillance detection, additional non-expendable equipment, operational expenses, etc.), which have funding implications and which cannot be absorbed within the authorized level of funding for the LGP, a message should be sent to DS/CIS/PSP/FPD. The message should give full details regarding the specific reasons for the needed increase, identifying the amount of funds that would be required and noting that the request has been coordinated with the contracting officer (CO), normally the GSO, and the financial management officer (FMO). The funding information concerning the request should be covered, giving appropriate message references, in the post's annual ICASS budget submission.

12 FAH-7 H-243 LGP RESOURCE DECREASES

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Mission needs for resources may decrease during the current fiscal year, as in the case of an overestimation of need or where the nature of the threat is reduced. The decrease may also be the result of downsizing or other long-term changes. These changes may affect security posts for guard services, vehicles, radios, weapons, or operating expenses. With a NPS contract, the decrease in the need for guard personnel and contracted-for non-expendable equipment must be made through modification of the existing contract using the procedures specified in the contract. Otherwise, guidelines for making appropriate changes in the LGP scope are the same as that used in the mission's request for increases in resources. DS will provide approval for changes that do not involve the contract modification. Modifications of the contract should be followed by the mission sending an information copy of the contract modification to DS/CIS/PSP/FPD and A/OPE. Since LGP funding resources cannot be used by the mission for other purposes and because DS must manage LGP program funding worldwide, missions should notify DS/CIS/PSP/FPD when decreases in resources become apparent, indicating the dollar amount. DS will provide instructions for the disposition of excess equipment items and for return of excess funds to DS for reallocation.

12 FAH-7 H-244 DS/CIS/PSP/FPD NOTIFICATION

(TL:LGP-01; 08-10-2001)

The RSO should advise DS/CIS/PSP/FPD as soon as a need for additional or decreased resources is identified. The documentation can follow, but it is important that DS/CIS/PSP/FPD knows of the mission's needs and can take early action to provide prompt support. It is expected that the RSO and DS/CIS/PSP/FPD will communicate freely during the process of program and funding approval in order that action in support of the mission can be expedited.

12 FAH-7 H-245 THROUGH H-249 UNASSIGNED